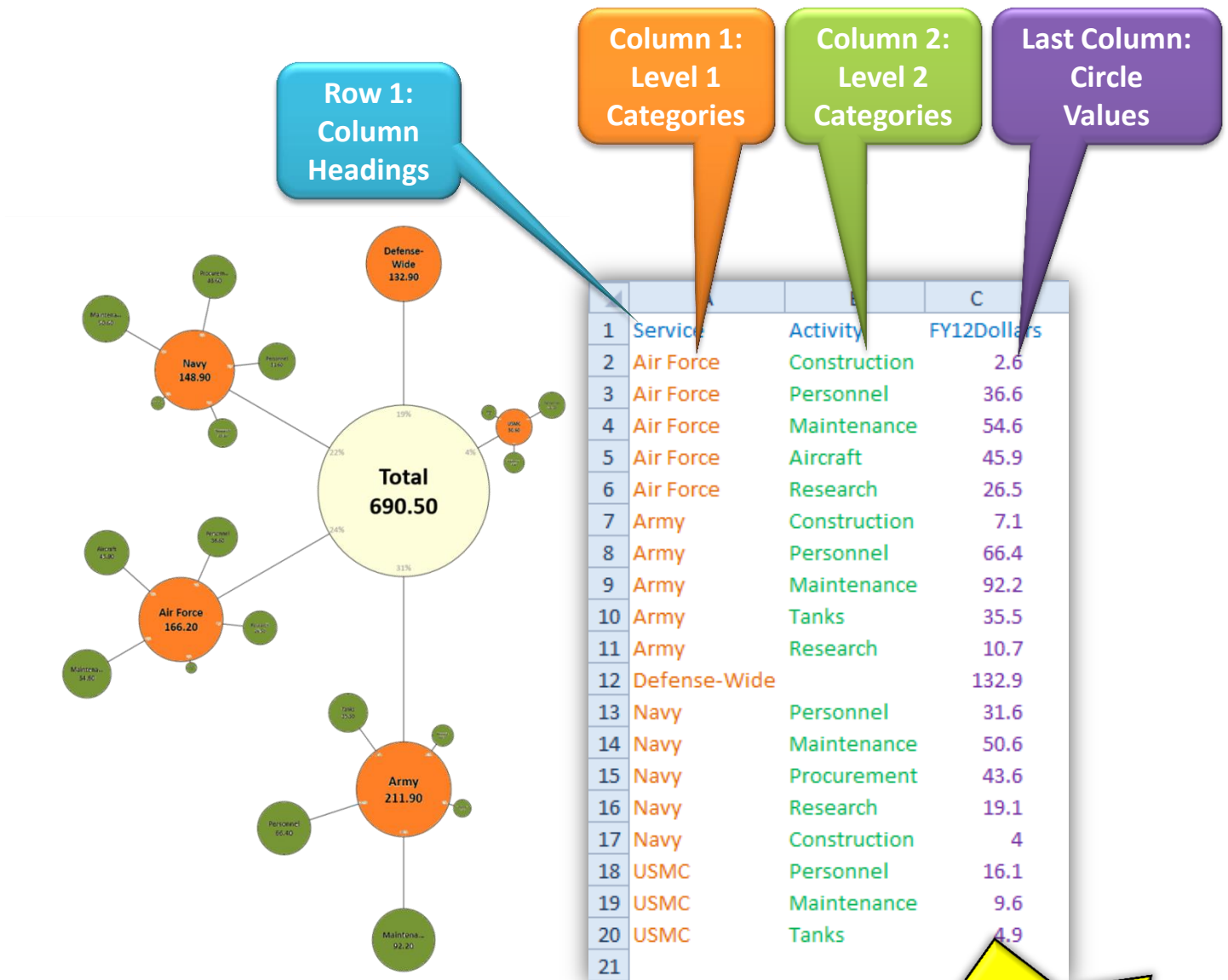


Entering Data

To produce a Galaxy Chart, your data must be uploaded in a comma-separated values (CSV) file using the structure specified below. Several sample files can also be found at www.galaxycharts.com.

A CSV file is a text file that stores tabular data. Each record is on its own row and, when saved, each field is separated by a comma. CSV files can be easily generated using Microsoft Excel and other programs.



Notes

- Colors added for display purposes only
- Do not include totals – input only lowest level data
- More than 2 columns of categories are possible
- Categories can be blank (see Defense-Wide above)
- Only include positive numbers
- CSV files can only contain one worksheet. Upon saving, you will be prompted to remove additional worksheets if they exist.
- Parent circles must have more than one child circle.

Save a CSV
from Excel
using
"Save As"

Entering Metadata (optional)

You can embed special information into a CSV file that will allow you to add special features to the Galaxy Chart including:

1. #>Title: The title that will be displayed at the top of the chart
2. #>TotalTitle: The text that will be displayed for the total circle
3. #>Note: Any notes that will appear on the chart
4. #>CreatedBy: The person or organization that is creating the chart
5. #>DataSource: The source of the data
6. #>Comment: Text that will be ignored by the Galaxy Chart

Note: there can be no spaces prior to colon.

See the example below or view the sample files at www.galaxycharts.com to see how to automatically add this information to a Galaxy Chart.

Title

Total Circle Text

Notes, Created By, Data Source

First Uncommented row is Column Headings

Save a CSV from Excel using "Save As"

	A	B	D
1	#>Title: FY12 DoD Budget		
2	#>TotalTitle: Total Budget		
3	#>Note: All dollars in FY12\$B		
4	#>CreatedBy: Technomics Inc.		
5	#>DataSource: www.usfederalbudget.		
6	#>Comment: This will not be displayed.		
7	Service	Activity	FY12Dollars
8	Air Force	Construction	2.6
9	Air Force	Personnel	36.6
10	Air Force	Maintenance	54.6
11	Air Force	Aircraft	45.9
12	Air Force	Research	26.5
13	Army	Construction	7.1
14	Army	Personnel	66.4
15	Army	Maintenance	92.2
16	Army	Tanks	35.5
17	Army	Research	10.7
18	Defense-Wide		132.9
19	Navy	Personnel	31.6
20	Navy	Maintenance	50.6
21	Navy	Procurement	43.6
22	Navy	Research	19.1
23	Navy	Construct	4
24	USMC	Person	12
25	USMC		
26	USMC		
27			

Data Source: www.usfederalbudget.us
Created By: Technomics Inc.
Note: All dollars in FY12\$B
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Notes

- Colors added for display purposes only
- All metadata is optional
- All metadata is preceded by #>
- Column Headings are required
- Commas are not permitted in metadata